

STUDENT EDUCATION RECORDS AND INFORMATION

Fiddlehead School shall comply with the Family Educational Rights and Privacy Act (“FERPA”) and all other federal and state laws and regulations concerning confidentiality and maintenance of student records and student information.

A. Directory Information

FSAS designates the following student information as directory information: name, participation and grade level of students in recognized activities and sports, height and weight of student athletes, dates of attendance in FSAS, honors and awards received, and photographs and videos relating to school attendance and participation in school activities (except photographs and videos on the Internet).

B. Information on the Internet

Under Maine law, FSAS shall not publish on the Internet any information that identifies a student, including but not limited to the student’s full name, photograph, personal biography, and parents’ names, without written parental consent.

C. Transfer of Student Records

As required by Maine law, FSAS sends student education records to a school unit to which a student applies for transfer, including disciplinary records, attendance records, special education records and health records (except for confidential health records for which consent for dissemination has not been obtained).

D. Designation of Law Enforcement Unit

The Board hereby designates the Maine State Police Department and Cumberland County Sheriff’s Department, as the FSAS law enforcement units.

E. Administrative Procedures and Notices

The Executive Director is responsible for developing and implementing any administrative procedures and parent notices necessary to comply with the applicable laws and regulations concerning student education records and information. Notices shall be distributed annually to parents of ineligible students concerning their rights under these laws and regulations.

A copy of this policy shall be posted in each school.

Legal Reference: 20 U.S.C. § 1232g; 34 C.F.R. Part 99 20 U.S.C. § 7908

20-A M.R.S.A. §§ 6001, 6001-B

Ch. 101, 125 (Me. Dept. of Ed. Rules)

Cross Reference: JRA-E – Annual Notice of Student Education Records and Information Rights

JRA-R – Education Records and Information Administrative Procedure

ILD – Student Surveys and Marketing Information

Approved: October 17, 2020